

PLANNING COMMISSION

November 7, 2013

The City of Portage Planning Commission meeting of November 7, 2013 was called to order by Chairman Welch at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. Four citizens were in attendance.

MEMBERS PRESENT:

Dave Felicijan, Bill Patterson, Allan Reiff, Rick Bosch, Betty Schimmel, Brian Somers, Wayne Stoffer, Miko Dargitz and Paul Welch.

MEMBERS ABSENT:

None.

MEMBERS EXCUSED:

None.

IN ATTENDANCE:

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services; Michael West, Assistant City Planner; and Charlie Bear, Assistant City Attorney.

PLEDGE OF ALLEGIANCE:

Chairman Welch led the Commission in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Chairman Welch referred the Commission to the October 17, 2013 meeting minutes contained in the agenda packet. Commissioners Dargitz and Stoffer stating they would be abstaining from voting since they were not present at the meeting. A motion was made by Commissioner Bosch, seconded by Commissioner Patterson, to approve the minutes as submitted. The motion was approved 7-0-2 with Commissioner Dargitz and Stoffer abstaining.

SITE/FINAL PLANS:

1. Flagstar Bank, 401 Romence Road. Mr. Forth summarized the staff report dated November 1, 2013 regarding the request by Mr. Larry Harris, on behalf of Flagstar Bank and NWA Properties, to construct an approximate 4,000 square foot building and associated site improvements along the western portion of 401 Romence Road. Mr. Forth also referred the Commission to the revised site plan that was provided with the final agenda and which included only minor changes from the plan included with the original agenda packet. Commissioner Dargitz asked what work remains to be completed according to the Michigan Department of Environmental Quality (MDEQ) wetland permit. Mr. Forth stated a sheet pile wall along the southern portion of the site and filling along the southwest/west portions of the site still needs to be completed.

Mr. Larry Harris of L.L. Harris Associates (applicant's representative) was present to support the site plan and explain the development project. Mr. Harris provided a history of the MDEQ wetland permit, the conservation easement recorded along the southern portion of the site, work that was completed in 2007-2008 with construction of the Sonic Restaurant site and remaining work that needs to be completed along the southern and western portions of the site. Mr. Harris stated the property owner is currently working with the MDEQ to obtain an extension to the wetland permit so that remaining site work can be completed. Commissioner Stoffer asked about grade and visibility issues associated with the vehicular connection between

the Flagstar Bank site and the adjacent Shoppes @ Romence Village shopping center to the west and the crossing of the bike trail. Mr. Harris discussed the finished grade of the vehicular connection between the two sites, the proposed double retaining wall, visibility along the bike path and signage that will be installed.

After additional discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Bosch, to approve the Site Plan for Flagstar Bank, 401 Romence Road, subject to MDEQ approval and/or reissuance of the 2007 wetland permit.

PUBLIC HEARINGS:

None.

NEW BUSINESS:

None.

OLD BUSINESS:

1. City of Portage 50th Anniversary Celebration – October Passbook Drawing. Commissioners Felicijan and Dargitz conducted the October Passbook drawing and two prizes were awarded: Valerie Vuk was selected the winner of a five pound cheese/cracker tray from Danes Party Store and Raymond Hocevar was selected the winner of a \$10.00 gift card from Tim Hortons.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Christopher T. Forth, AICP
Deputy Director of Planning, Development and Neighborhood Services